



Information and Privacy
Commissioner/Ontario
Commissaire à l'information
et à la protection de la vie privée/Ontario

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FOR IMMEDIATE RELEASE



News Release Communiqué

TORONTO, June 21, 1989 - "Guidelines on Facsimile Transmission Security", a set of new proposals for the use of facsimiles in provincial government offices, was issued today by the Information and Privacy Commissioner/Ontario.

Security measures in relation to facsimile transmission are particularly important to the Commissioner's Office because a simple, inadvertent transmission to an incorrect destination could compromise an individual's privacy. Under the *Freedom of Information and Protection of Privacy Act, 1987*, the Commissioner's Office must ensure the adequate protection of the privacy of personal information about individuals held by government institutions.

"Guidelines on Facsimile Transmission Security" recommends follow-through procedures, and provides guidance on the proper location and operation of the fax. As well, it stresses that personal information and exempt records (as defined in the *Act*) should not be transmitted by fax. While these guidelines were primarily intended for use by provincial government offices, they may also be adapted for use by the private sector.

For free copies of "Guidelines on Facsimile Transmission Security", available in both English and French, please call Enza Ragone at the Information and Privacy Commissioner at (416) 326-3333 or in Ontario at 1-800-387-0073.

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